



CITY OF NAVASOTA MUNICIPAL COURT

200 E. McAlpine St. / P.O. Box 910, Navasota, TX 77868

Phone: 936-825-6268 Fax: 936-825-7280

www.NavasotaTX.gov

NAVASOTA MUNICIPAL COURT IS NOW OFFERING AN OPPORTUNITY TO SPEAK WITH A JUDGE VIA ZOOM

Effective July 1, 2020, The City of Navasota Municipal Court will be implementing a new virtual court pilot program as a mechanism to provide access to the Court in the midst of the COVID-19 pandemic. To help minimize individuals entering the building housing the court, the Municipal Court will be allowing defendants who have received a citation with the City of Navasota to have procedural access to a Judge and utilize the Zoom platform to speak with a Judge during a virtual walk in court session. These walk in sessions will be held Monday- Friday at 9:00 a.m. and will be live streamed on Youtube. Click [here](#) to view live Virtual Court.

Defendants who wish to speak with a Judge may send an email to the Municipal Court at Court@NavasotaTX.gov. Please provide your full name, date of birth, address, citation number, preferred time/date of appearance and phone number in all emailed correspondence with the Court.

Virtual dockets are courtroom settings and defendants are expected to uphold proper decorum in their manner and dress code. These virtual walk in dockets play an important role in ensuring access to the Municipal Court while making every effort to avoid risks to the public health.

RECORDING OF THE VIRTUAL HEARING IS STRICTLY PROHIBITED.

To participate in a virtual hearing you will need a smartphone or computer with a webcam and microphone enabled. You will need to download the Zoom platform before the scheduled hearing. To test you device, go to [Zoom Meeting Testing Link](#). The Court will not be able to assist you in this regard. When joining the virtual hearing, please use your full legal name as your screen name. When you have successfully joined the virtual hearing, you may be placed into a virtual waiting room. You will then be brought to a virtual courtroom.

Certain case will not be eligible for virtual hearings. These include trials by judge or jury, family violence matters, juvenile matters, pre-trial conferences with the prosecutor, bond forfeiture dockets and attorney motion docket matters. (Attorneys may arrange a virtual conference with City Prosecutor Cary Bovey at 512.904.9441.) In addition, the Court may decline a specific request based on other factors and require an in-person appearance at a later date. If you desire to present documents at your virtual hearing such as driver license and insurance information, please upload them to your request for hearing.

You may find it more convenient to accomplish certain tasks by regular mail. For example, applications for deferred disposition, driving safety courses and certain compliance dismissals may be accomplished by mail. Please click [here](#) for appropriate forms and information.

To request an online court appearance with a Judge, please see page 2. Please note, THIS IS A REQUEST ONLY. The Municipal court will provide a response by email or phone within **5 business days** utilizing the email address and/or phone number listed on your request form.



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VIRTUAL COURT REQUEST FORM

PLEASE PRINT – MUST BE LEGIBLE

Citation(s) #: _____

DEFENDANT’S INFORMATION

Name: Last, First Middle:

Date of Birth: mm/dd/yyyy	Drivers License Numer:	State	Expires on: mm/dd/yyyy	Class
Home Address (Apt No.):		City, State		Zip
Mailing Address (P.O. Box):		City, State		Zip
Home Phone	Mobile Phone	Email Address		

1. The Navasota Municipal Court will be conducting its hearing through Zoom. In order to use Zoom you must have audio and video capabilities with your device. Do you have both of these capabilities?
 Yes
 No
2. Do you need an interpreter?
 Yes
 No

ACKNOWLEDGEMENT: I AFFIRM THE INFORMATION SUBMITTED ABOVE IS TRUE AND CORRECT. UPDATE ALL CASES VALIDATED TO ME WITH THE ADDRESS ABOVE.

Defendant’s Signature

Date

FOR IDENTIFICATION PURPOSES ONLY, please upload a valid Texas Driver’s License or ID Card with your request for a hearing.